

(a) Type and date of the unusual occurrence.

(b) Extent of known damage.

(c) Geographic areas currently affected and/or those that may be affected.

(d) Military installations affected.

(e) Names and addresses of all facilities affected and those that may be affected. Include TGBL carrier/agent facilities, NTS facilities and DPM contractor's facilities.

(f) Number of shipments involved by military service.

(g) Current locations of the affected shipments.

(h) Destination of the affected shipments.

* (i) Additional information unique to a strike situation (see paragraph 10003.b. (9)) .

(2) If deemed necessary, immediately dispatch appropriate personnel from the PPSO and/or WA/claims office to the scene. Coordinate with the applicable area command/overseas component, theater commander to determine if their representation is also required. This decision will be based on the severity of the unusual occurrence and the personnel resources available. Provide operational and administrative support (i. e., transportation, photographer, clerical, etc.) to those personnel dispatched to the scene. PPSO/Claims personnel, together with the carrier, will:

(a) Determine the extent of damage, photograph conditions, record findings .

(b) Determine items that may be salvaged and those that require unpacking, drying, cleaning, repacking, etc.

(c) Where appropriate, contact the members involved and give them the opportunity to inspect their property and provide disposition instructions (i. e., discard, deliver to residence, etc.) .

(d) When members are not available to inspect their damaged shipments , determine what items are damaged beyond repair/salvage. Damaged beyond repair items, other than those with intrinsic or sentimental value, will be disposed of with SJA/claims office approval. Notify the member in writing of the loss and provide instructions to file a claim. The line-haul carrier involved is responsible for the removal/disposal of that property damaged beyond repair. If no carrier is involved, PPSO will dispose of

property in accordance with applicable military service disposal/salvage regulations. Where items can be repaired/salvaged, notify the member and request instructions on repair/disposal. Do not dispose of damaged reparable property without the member's consent.

(e) Personal property that is damaged while enroute to final destination and is salvageable should be forwarded to final destination for member inspection. Property that is beyond salvage should be handled as directed in paragraph 10003 .b. (2) (d) above.

(f) Provide member with as much evidence as available to support member's claim.

(3) Take immediate action to account for, secure, protect, and control all shipments in SIT or the DPM contractor's facility that are located in the affected area.

(4) Coordinate with other activities that have responsibility for a portion of the affected area or use the facilities of other carriers or contractors in the affected area.

(5) Assemble a list of carriers' and agents' facilities that are not affected by the disruption for use in preventing service failures.

(6) Assemble a list of carriers' and agents' facilities outside the installation's area of responsibility that are not affected by the disruption for possible future use in preventing service failures. Facilities outside the installation's area of responsibility shall be used only when authorized by the appropriate MIMC area commander/overseas component.

(7) When the movement of personal property is or will be affected significantly by the unusual occurrence, the military service headquarters concerned shall be requested to declare the military service installations located within the disaster area as "restricted areas." The request shall recommend the dispatch of a worldwide message identifying installations in the restricted area.

(8) For the following unusual occurrences, PPSO personnel are responsible for verifying that carriers/agents/contractors have completed the following actions as applicable:

(a) Theft/Vandalism:

- Notify the appropriate law enforcement agency(s) .
- Provide 24-hour security.
- Advise insurance company.

replaced/repairs.

- Ensure security devices (doors, locks, etc.) are properly replaced/repairs.

- Ensure structural damage is repaired.

provide a detailed report of loss/damage.

As necessary, begin unpacking/repacking of affected goods. Opened cartons will be repacked, resealed and marked "inspected."

Clean/repair items as necessary. Records will be kept of all items sent out for repair, drycleaning, etc.

- Obtain a copy of the police report.

Prepare a written report within 10 working days (or as otherwise directed by the PPSO) of all known facts and events in chronological order. Include a statement from each employee involved.

(b) Flood/Storm/Water or Fire/Smoke Damage:

Take actions necessary to prevent additional damage.

- Provide 24-hour security.

- Advise insurance company.

affected goods. Cartons opened will be repacked, resealed and marked "inspected."

Clean/repair items as necessary. Records will be kept to identify all items sent out.

No items will be discarded until advised to do so by the PPSO .

Provide a detailed report of loss or damage.

Prepare a written report within 10 working days (or as otherwise directed by the PPSO) of all known facts and events in chronological order. Include a statement from each employee involved.

Obtain a copy of the fire inspector's report, if applicable.

(9) Areas Disrupted by a Strike or Work Stoppage.

*{a) In addition to the information required in paragraph 10003 .b. (1) , also provide the following:

- Labor and management contacts.

- Main issue in dispute.

Date disruption began or may begin.

- Local union involved, names and telephone numbers of union officials.

- Preliminary evaluation of the situation.

(b) Impartiality in Merits of Labor Disputes. The Federal Acquisition Regulation (FAR) specifies that military representatives shall remain impartial in labor disputes. They shall refrain from taking a position on the merits of any labor dispute and shall refrain from the conciliation, mediation, or arbitration of such disputes. The PPSO, however, should establish and maintain contact with appropriate individuals involved in disputes to ensure that they are taking all possible actions to avoid delays and stoppages in the movement of personal property. If possible, the PPSO shall attempt to obtain a voluntary agreement between management and labor that will permit the continued movement of personal property shipments during the labor dispute. If a general agreement cannot be reached, the PPSO shall seek an agreement for the movement of those shipments required to relieve hardships imposed upon military members. In either case, the PPSO's actions may not involve, or appear to involve, the PPSO in the merits of the dispute.

(10) All household goods shipments must be scored. Shipments involved in unusual occurrences will be scored in accordance with applicable procedures. At the discretion and judgment of the PPSO, the shipment (s) will be included in the carrier's overall shipment evaluation or be forwarded to the carrier under a separate cover letter advising that, while the shipment is being scored, the score will not be counted against the overall average shipment score. A record of shipments not scored will be kept in the carriers performance file for at least 18 months from the pickup date.

c. Actions to be taken by Installation Commanders. The commander of an installation in an area by a strike, embargo, or work stoppage shall determine those affected shipments that will cause extreme personal hardship to the member and will require special arrangements for release or delivery. Names of the members and the reasons, in detail, for the declared hardships shall be furnished to the appropriate MIMC area command, MIMC overseas component, or MIMC designated representative. Air Force PPSOs shall include the applicable MAJCOM as an information addressee. Before identifying an affected shipment as a hardship case, coordinate with the installation commander to attempt to provide the member or the member's family whatever resources may be available, including Government household furnishings and other light housekeeping items, to alleviate the potential hardship. In addition to notification of hardship cases, specify whether military personnel and equipment under control of the installation will be made available to remove such shipments from the affected facilities.

d. Action Taken by PPSOs .

(1) Identify/locate all shipments frustrated in their area of responsibility (i. e. , origin, enroute, destination) .

(2) As directed by HQMIMC, provide the cognizant area command, overseas component, or designated representative a list of all shipments which : - have not arrived at destination.

(3) Take action, in accordance with MIMC instructions, to effect onward movement and issue all documentation (as detailed in paragraph 10007. e. - Procedures) necessary to complete movement of shipments frustrated in their area of responsibility (to include those shipments at origin or destination port agent facilities ready for onward movement) . EXCEPTION: Those ITGBL Cedes 4 and 7 shipments that are frustrated at a commercial ocean port due to nonpayment of ocean charges will require the solicitation of OTO rates by HQMIMC . Unless otherwise directed, the applicable area command/overseas component/designated representative will request the OTO rates from HQMIMC and will notify the applicable destination PPSOs who will be responsible for issuing the documentation for onward movement of these shipments (see paragraph 10007. i.) .

(4) Notify the applicable MIMC area command, overseas component, or designated representative of any problem areas.

(5) Upon completing issuance of documentation, provide HQMIMC a listing of all shipments terminated/retendered, to include any documents requested, using the format outlined in paragraph 10007. j . This data must be provided to HQMIMC as soon as possible after completion so that HQMIMC can notify GSA to take set off action for the excess costs expended to complete movement.

e. PROCEDURES. All personal property offices, upon receipt of notification from HQMIMC to terminate ship-rents, should immediately inspect all local agent facilities in their area of responsibility to identify shipments of the carrier (i.e. , at origin, a point enroute, or at destination) and take responsibility for the termination and arrangement of alternate transportation to final destination in accordance with the following instructions:

* (1) Shipments Still at Origin.

* (a) Shipments that have been booked but PPGBL has not been issued--rebook with another qualified carrier.

* (b) Shipments that have been booked, PPGBL issued, but no origin services have been performed--rebook with another qualified carrier. Cancel the original PPGBL and issue a new PPGBL. Advise member of the change in carrier, if possible.

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*(c) PPGBL issued, shipment picked up by and still at the origin agent's facility--rebook shipment with another qualified carrier represented by the same agent, if cost effective. Cancel the original; PPGBL by issuing a GBL Correction Notice, (SF 1200) . State in remarks block, "PPGBL cancelled due to (i.e., nonuse, disqualification, etc.) of (name of carrier)." Issue a new PPGBL to the new carrier. Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and the new PPGBL. State in the Remarks Section (block 25) of the new PPGBL, "HHG containers which are the property of (name of carrier) Will be made available to', (name of carrier) agent at destination upon delivery of the shipment." Advise member of the change in carrier, if possible.

* (d) PPGBL issued, shipment picked up by and still at the origin facility---k shipment with another qualified carrier represented by the same agent, if cost effective. If the origin agent represents no other cost effective carrier--rebook with another qualified carrier using the following instructions. Advise member of the change in carrier, if possible. --

*1 Army, Air Force and Navy Shipments:

*a If the origin agent has a SCAC and has the original PPGBL, issue a GBL Correction Notice (SF 1200) to change the name of the carrier to that of the agent and to terminate the PPGBL. State in remarks block "PPGBL terminated at origin due to (i.e., nonuse, disqualification, etc.) of (name of carrier) " and "Origin agent can bill for origin services on this PPGBL. " The agent should submit billing on a public voucher (SF 1113) to the appropriate finance center with the original PPGBL, GBL Correction Notice and DD Form 619 certified by the PPSO. Issue a new PPGBL to a new carrier. cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and the new PPGBL. State in the remarks section of the new PPGBL, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment , " and also state, "Onward movement of frustrated shipment due to the (i. e., nonuse, . disqualification, etc.) of (name of carrier) ." - For ITGBL shipments roving under single factor rates, show the SFR reduction for non-performance of packing as applicable, i.e., " ITGBL Rate Solicitation number (state applicable number) applies. (\$) per (net or gross) cwt reduction to SET?." For domestic shipments already packed state on new PPGBL "No packing services performed. Carrier can bill for line haul and services certified by PPSO. "

*b If the origin agent does not have the original PPGBL or has not been assigned-a SCAC, issue a GBL Correction Notice to cancel the original PPGBL. State in remarks block: " PPGBL cancelled due to (i.e., nonuse, disqualification, etc.) of (name of carrier) ." Issue a new PPGBL to a new carrier. Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and new PPGBL. State in Remarks Section (block 25) : "onward movement of frustrated shipment due to the (i. e., nonuse, disqualification, etc.) of (name of carrier) , " and "HHG containers which are the

property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment. " For ITGBL shipments moving under single factor rates, show the SFR reduction for nonperformance of packing as applicable, i.e. , " ITGBL Rate Solicitation number (state applicable number) applies, (\$) per (net or gross) cwt reduction to SFR. " For domestic shipments already packed state on new PPGBL "No packing services performed. Carrier can bill for line haul and services certified by PPSO. " Pay the origin agent for services performed under a local purchase order or blanket purchase agreement.

*2 Marine Corps Shipments only: Issue a GBL Correction Notice to cancel the original PPGBL. State in remarks block: "PPGBL cancelled due to (i.e. , nonuse, disqualification) of (name of carrier) . Issue a new PPGBL to a new carrier. Cross reference the old and new PPGBLs and carrier names on both the GBL correction notice and new PPGBL. State in Remarks Section (block 25) of the new PPGBL: "Onward movement of frustrated shipment due to the (i.e. , nonuse, disqualification) of (name of carrier) " and "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment. " For ITGBL shipments moving under single factor rates, show the SFR reduction for nonperformance of packing as applicable, i.e. , " ITGBL Rate Solicitation number (state applicable number) applies. (\$) per (net or gross) cwt reduction to SFR. " For domestic shipments already packed state on new PPGBL "No packing services performed. Carrier can bill for line haul and services certified by PPSO. " The origin agent should submit an invoice for services performed to the origin PPSO for certification and then forward the invoice to the Commanding General, Marine Corps Logistics Base (Cede 470) , Albany, GA, 31704, for payment with a copy of the DD Form 1299, orders, DD Form 619, copy of GBL Correction Notice and cancelled PPGBL.

*(2) Shipments at Destination.

* (a) Shipments at the Destination Agent's Facility. Terminate at destination by issuing a GBL Correction Notice (SF 1200) effective the date shipment was received by the destination agent. State in the remarks section, " PPGBL terminated at destination agent due to the (i. e. , nonuse. disqualification, etc.) of (name of carrier) ." ITGBL shipments moving under single factor rates that include unpacking, show SFR reduction for nonperformance of unpacking as applicable, i.e. , " ITGBL Rate Solicitation number (state applicable number) applies. (\$) per (net or gross) cwt reduction to SFR. " HHG containers which are the property of (name of carrier) will be made available to the (name of carrier) agent upon delivery of the shipment. " Use the DPM contractor for all further services or pay the destination agent for services performed as follows:

*1 Army, Air Force, and Navy: Pay the destination agent on a local purchase order or blanket purchase agreement.

*2 Marine Corps: Destination agent should submit an invoice for services performed to the destination PPSO for certification and then forward the invoice to the Commanding General, Marine Corps Logistics Base (Code 470), Albany, GA, 31704, for payment with a copy of the DD 1299, orders, DD 619, GBL Correction Notice and terminated PPGBL.

* (b) Shipments being held by a line haul/f lashed/motor freight carrier at destination for payment of line-haul charges. The destination PPSO will terminate the original PPGBL at the point where the delivering line haul carrier picked up the shipment, (i. e., destination port) by issuing a GBL Correction Notice (SF 1200) . State in the remarks section, "PPGBL terminated at (state point where shipment was terminated) due to the (i. e., nonuse, disqualification, etc.) of (name of carrier) ." " (Name of carrier) can bill for services performed to (state point where shipment was terminated) ." Issue a new PPGBL to the line haul carrier that moved the shipment to destination showing the origin (block 19) as the point where the line haul carrier picked up the shipment, and Consignee (block 18) as the DPM contractor at destination. State in the Remarks block 25) of the new PPGBL, "Onward movement of frustrated shipment due to (i. e., nonuse, disqualification, etc.) of (name of carrier) , "and "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment ." Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and new PPGBL .

* (3) Intermediate Locations.

* (a) Shipments on hand at intermediate locations. The PPSO responsible for the area where the property is located (to include shipments at origin or destination port or port agent facilities) should terminate the shipment by issuing a GBL Correction Notice, SF 1200, effective the date shipment was received. State in remarks section, "P= terminated at (state point where shipment was terminated) due to the (i. e., nonuse, disqualification, etc.) of (name of carrier) ." (Name of carrier) can bill for services performed to (state termination point) ." Issue a new PPGBL for onward movement using the following instructions.

*1 Shipments at the destination port or destination port agent. Tender the shipment as either a DPM shipment or a Code 2 domestic shipment . Issue a new PPGBL to the new carrier to final destination showing origin (block 19) as the point where the shipment is located. Cross reference the old and new PPGBL and carrier names on both the GBL correction notice and new PPGBL. State in Remarks Section (block 25) of the new PPGBL, "Onward movement of frustrated shipment due to (i. e., nonuse, disqualification, etc.) of (name of carrier) , " and, when applicable, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment. " If shipment is moved as a Code 2 shipment, state in the Remarks Section. (block 25) "No packing services

performed . Carrier can bill for line haul and services certified by PPSO. " Code 2 carrier must obtain new weight tickets. If shipment is being held by the port agent for payment of port services, arrange for payment to the port agent by local purchase order or if roving via Code 2, a DD Form 619 as applicable. For overseas DPM shipments, the above information will be entered on the freight warrant or other document issued to complete movement to destination.

*2 Shipments at the origin port or origin port agent. Tender shipment to a new ITGBL carrier with cost favorable rates from the termination point. In remarks section show the SFR reduction for non-performance of packing as applicable, i.e., "ITGBL Rate Solicitation number (state applicable number) applies. (\$) per (net or gross) cwt reduction to SFR." The new carrier must obtain new weight tickets. State in Remarks Section (block 25) of the new PPGBL, "Onward movement of frustrated shipment due to (i.e., nonuse, disqualification, etc.) of (name of carrier), " and if applicable, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment. " Cross reference the old and new PPGBL and carrier names on both the GBL Correction Notice and new PPGBL.

* (b) Shipments being held by line-haul/f lathed/nmtor f reight carriers at origin port for payment of line haul charges. Handle as follows:

*1 The PPSO/port who receives information that shipment is being held at the port will notify the origin PPSO who will terminate the original PPGBL at the origin agent's warehouse by issuing a GBL Correction Notice, SF 1200. State in the remarks section, "PPGBL terminated at (name of origin agent) due to the (i.e., nonuse, disqualification, etc.) of (name of carrier)." " (Name of carrier) can bill for origin services only in accordance with item () of ITGBL Rate Solicitation number (state applicable number)."

*2 Origin PPSO will issue a new PPGBL to a new carrier from origin agent's warehouse to final destination. Advise new carrier that shipment is being held by line haul/f lathed/nmtor freight carrier at the origin port (identify specif ic location) and the new carrier will be required to pay the carrier holding the shipment for the line haul charges to the port and arrange onward movement to final destination. PPGBL Remarks Section (block 25) should show SFR reduction for non-performance of packing as applicable, i.e., "ITGBL Rate Solicitation number (state applicable number) applies. (\$s) per (net or gross) cwt reduction to SFR." Also state in Remarks Section, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment, " and "Onward movement of frustrated shipment due to (i.e., nonuse, disqualification, etc.) of (name of carrier)." Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and new PPGBL. New carrier must obtain new weight tickets.

*3 Domestic shipments abandoned/frustrated at a point enroute to final destination. The PPSO responsible for the area where the shipment is frustrated will terminate the original PPGBL at the point where the shipment is located by issuing a GBL Correction Notice (SF 1200) . State in remarks section: " PPGBL terminated at (Show point where Shipment is located) due to (i. e., nonuse, disqualification, etc.) of (name of carrier) ." (Name of carrier) can bill for services to (show point where shipment is located) . " Issue a new PPGBL to a new carrier for movement to final destination showing the origin as the point where shipment is presently located and state in the Remarks Section (block 25) , "Onward movement of frustrated shipment due to (i. e., nonuse, disqualification, etc.) of (name of carrier) ." For Cede 2 (containerized) shipments, state in remarks section, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment," and "No packing services performed. Carrier can bill for line haul and services certified by PPSO. " Cross reference the old and new PPGBLs and carrier names on both the GBL correction notice and new PPGBL. The carrier must obtain new weight tickets.

*(c) Domestic shipments moving by an alternate carrier for (name of carrier) that become frustrated reroute. The PPSO receiving information that a shipment is being held will notify the origin PPSO who will cancel the original PPGBL at origin by issuing a GBL Correction Notice. State in remarks block "PPGBL cancelled due to (i. e., nonuse, disqualification, etc.) of (name of carrier) ." Issue a new PPGBL to the alternate carrier from origin to final destination. Cross reference the old and new PPGBLs on both the GBL Correction Notice and new PPGBL. If alternate carrier does not have rates on file, move under the carrier's commercial tariff. The new carrier must obtain new weight tickets.

*(d) Domestic shipments moving by an interline carrier that become frustrated enroute. The PPSO responsible for the area where the shipment is frustrated will terminate the original PPGBL at the point where the interline carrier received shipment by issuing a GBL Correction Notice. State in remarks section, "PPGBL terminated at (show point where shipment was interlined) due to the (i. e., nonuse, disqualification, etc.) of (name of carrier) ." “(Name of carrier) can bill for services to (show point where shipment was interlined) ." Issue a new PPGBL to the interline carrier showing the origin as the point where the shipment was interlined. State in Remarks Section (block 25) , "Onward movement of frustrated shipment due to (i.e., nonuse, disqualification, etc.) of (name of carrier) ." For Code 2 (containerized) shipments, state in Remarks Section, "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent at destination upon delivery of the shipment" and "No packing services performed. Carrier can bill for line haul and services certified by PPSO. " Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and new PPGBL. If interline carrier does not have rates on file, move under the interline carrier's commercial tariff. The new carrier must obtain new weight tickets.

* (e) Domestic mobile home or boat towaway shipments will be handled in accordance with the "Termination of Service" item in the Mobile Home Solicitation.

* (4) Shipments Detained by Ocean Carriers for Nonpayment of Ocean Charges .

* (a) Unless otherwise directed by MTOP-O, the MIMC area commands/overseas components/designated representatives will ascertain those ship-rents being held at the ports in their area of responsibility for nonpayment of ocean charges and will notify MTOP-T-M to solicit OTO rates. Coordination with MTOP-T-M may be necessary to determine whether port solicitations or individual shipment OTOs are required. Request for individual OTOs must include the member's name/rank/SSN, code of service, PPGBL, RDD, origin port, present location of shipment, pieces/weight/cube, ocean carrier/vessel/voyage number, ocean bill of lading (OBL) number, container number, final destination, and responsible destination PPSO.

* (b) MTOP-T-M will solicit competitive OTO rates by individual ports (see Figure 10-3) or, where volume is limited, by individual shipment rather than by port. Carriers that bid will be required to pay the ocean charges and all other charges that may have accrued (i. e., demurrage, storage, port handling, drayage, etc.) and complete movement to final destination.

* (c) When the OTO bids have been processed, HQMIMC will provide the applicable destination PPSOs, MIMC area commands/overseas components/designated representatives, by message, the names of the carriers selected to move the shipments. If the solicitation is by port, the primary and secondary carriers selected to service each port, their OTO tender number, and the applicable rate information will be provided.

* (d) Each destination PPSO that has shipments in this category will be responsible for issuing all documentation for shipments destined to their activity. If the solicitation is by port, the cognizant MIMC area command/overseas component/designated representative will provide the responsible destination PPSOs a list of all shipments being held at various ports that are destined to their activity. The list will include the marker's name, PPGBL number, origin port, and present location of shipment. Upon receipt of this information, each destination PPSO will be responsible for issuing the following documents to complete movement of these shipments.

*1 Issue a GBL Correction Notice (SF 1200) to terminate the original PPGBL at the origin port. State in Remarks Section "PPGBL terminated at (name of origin port) due to the (i. e., nonuse, disqualification, etc.) of (name of carrier) ." " (Name of carrier) can bill for services to the origin port only in accordance with items () of ITGBL Rate Solicitation number (state applicable number) ."

*2 Issue a new PPGBL to the OTO carrier. Cross reference the old and new PPGBLs and carrier names on both the GBL Correction Notice and new PPGBL. In the "From" block (block 19) of the new PPGBL show the name of the origin port where original PPGBL was terminated and state in the Remarks Section (block 25) the current location of the shipment (i.e., Port of Baltimore). In "Consignee" block (block 18) show the final destination of the shipment. State in "Remarks" Section, (block 25) "HHG containers which are the property of (name of carrier) will be made available to (name of carrier) agent upon delivery of shipment" and "Onward movement of frustrated shipment due to (i.e., nonuse, disqualification, etc.) of (name of carrier)." In "Tariff for Special Rate Authorities" Section (block 31) show the OTO tender number and OTO rate. If solicitation is by port, show the OTO tender number and statement "See Remarks block." In "Remarks" Section (block 25), show the rate information provided by MTOP-T-M. OTO carrier must obtain new weight tickets. For pickup date, use date PPGBL was issued. Establish RDD based on the pickup date, plus 5 days.

*f. Recoupment of Excess Funds Expended by DOD to Complete Movement.

* (1) All PPSOs, immediately upon completion of retendering all frustrated shipments detailed in paragraph 10007. e. above, must forward to Headquarters, MIMC, ATTN: MTOP-O, a list of all shipments retendered by their activity using the following format:

Member's last name, first name, MI, rank, SSN, branch of service
Original PPGBL number
Name of new carrier
New carrier's PPGBL number
Paying finance office

NOTE: If a purchase order or freight warrant was issued to cover payment of services performed, indicate this and provide a copy of the paid bill to Headquarters, MIMC, ATTN: MOP-O.

(2) HQMIMC will consolidate the data and forward to GSA for their use in the audit of these shipments to recoup excess funds expended by the DOD to complete movement of these ship-rents. It is imperative that the data be provided immediately after the shipments have been retendered and documentation issued so that GSA can be alerted and actions taken against the carrier involved.

(3) HQMIMC will request GSA provide the result of recoupment actions taken against carrier for forwarding to the military services involved.